

Principal Certification

For the training cycles **beginning January 2010**

For Individuals **SEEKING** an Advanced Degree and Certification

Program Summary

The Region 4 Education Service Center (Region 4) Principal Certification Program provides flexible and compact, yet comprehensive training to meet the specific needs of future administrators and includes a **master's degree in partnership with the University of St. Thomas (UST). A master's degree is required for the principal certification.** Upon successful completion of all program requirements, the individual is eligible for the Standard Principal Certificate. The program is regularly delivered in an online format (Blackboard™).

Information Meeting Dates at Region 4

7:30 p.m. –8:30 p.m.
November 5, 2009
December 10, 2009
February 10, 2010

Program Implementation

The Region 4 Principal Certification Program consists of comprehensive training and a two-year, supervised internship period. Approved interns will enter the Master of Education program at the University of St. Thomas (UST), which requires completion of 36 graduate credit hours with a GPA of 3.0 or higher. Interns earn 24 of the 36 credit hours during the Region 4 Principal Certification Program. The remaining 12 semester hours are provided at a reduced cost with an approved Region 4-UST cohort class of at least 20 students. Each intern will complete up to 2,800 hours of principal program training that includes university credit courses, seminars, field experience, action research, and the administrative internship. Theory and practice are integrated by allowing the intern to apply classroom knowledge and concepts to experiences in the school setting. **A separate program track for applicants already holding a master's degree or other advanced degree is also offered. For more information, go to www.region4acp.net.**

Applicant Requirements

The following are minimum requirements for applicant consideration in this program:

- A baccalaureate degree from a regionally accredited institution of higher education or an institution acceptable under the standards set for foreign universities, with a minimum grade point average (GPA) of 3.0 in the last 60 hours of all university credit hours.
- For candidates with degrees from outside the United States, a transcript evaluation from a recognized transcript evaluation company must accompany the application.
- At least three years of successful teaching experience listed on a service record (certified or notarized copy).
- Successfully gain admission to the UST Master of Education program *prior to the end of the first semester*. Some candidates may also be required to take the Graduate Record Exam (GRE).



Admission Process

Submit an online application and application fee. The application is complete when the following documents are received by Region 4 and UST:

- Official transcripts from ALL colleges or universities attended. Transcripts notarized as true and accurate copies of an original may be submitted as an official transcript.
- Copy of your Teacher Certificate.
- Copy of your service record indicating a minimum of three years of credible teaching experience.
- A letter of reference and support from your current principal or supervisor (if current position is not campus based) on school or school district letterhead.

Final selection is made with input from the Region 4 program coordinators and the principal or supervisor reference form. **Application deadline for the training cycle beginning January 2010 is Wednesday, December 16, 2009.**

Program Fees

An amount of \$2,600 paid by the intern in 14 monthly installments through automatic draft is required during the internship training. Fee includes 24 hours of UST graduate credit, internship training, internship support, and other program-related costs. Separate payments are made each semester to UST for core degree courses.

Additional Costs:

- Region 4 application fee (\$50 nonrefundable)
- Application for the UST master's degree program (\$35)
- UST costs for 12 semester hours of additional required master's degree program courses (five courses with a Region 4-UST cohort of at least 20 master's degree students currently \$1,200 per course)
- Textbook costs and fees for materials related to course work and training
- Annual application fee for optional Probationary Principal Certificate: (\$52)
- Cost of examination for the TExES during the last semester of the internship (\$120)
- Application fee for the Standard Principal Certification (\$77)

(Note: All program fees are subject to change without notice.)

For more information, tour the program information on the Region 4 website:

www.region4acp.net

Contact Information

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